

104 1962

MEMORANDUM FOR : CENTRAL COVER DIVISION/NC

ATTENTION : Mrs. [REDACTED]

SUBJECT : PAST DUE BANK STATEMENTS AND CANCELLED CHECKS COVERING MONTH OF APRIL 1962.

1. ALL BANK ACCOUNTS FOR WHICH STATEMENTS HAVE BEEN RECEIVED, THROUGH 31 MAY 1962, FOR THE PERIOD ENDED 30 APRIL 1962 HAVE BEEN EXAMINED, AND RECONCILIATIONS COMPLETED.

2. THE CASH LISTING ISSUED BY THE AUTOMATIC DATA PROCESSING DIVISION FOR THE MONTH OF APRIL 1962 HAS BEEN EXAMINED. APRIL 1962 BANK STATEMENTS FOR THE ACCOUNTS LISTED ON THE ATTACHED SCHEDULE ARE NOW PAST DUE, AS INDICATED.

3. WE DID NOT RECEIVE BANK STATEMENTS AND CANCELLED CHECKS FOR THE MONTHS OF FEBRUARY AND MARCH 1962 FROM THE [REDACTED]  
[REDACTED]  
A STATEMENT COVERING THE MONTH OF APRIL HAS NOW BEEN RECEIVED AND RECONCILED. WE ARE CALLING YOUR ATTENTION TO THE MISSING STATEMENTS AND CANCELLED CHECKS NUMBERED 201 AND 204 FOR WHATEVER ACTION YOU CONSIDER NECESSARY.

CHIEF

INDUSTRIAL CONTRACT AUDIT DIVISION

REQ 57	DATE 20/13/60	BY 006/19
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POST 22	NEXT REV 20/10	AUTH: [REDACTED]

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